



**Minutes of the HR Committee meeting of Bearsted Parish Council held at the
Parish Office, Madginford Hall, Egremont Road on Monday 2nd October 2023
at 2.30pm.**

Present:	Cllr Clive English
	Cllr David Hall
	Cllr Carolyn Smith

1. Declarations of intention to record.

None

2. Apologies and absences

Cllr Denis Spooner sent his apology which was duly noted.

3. Declaration of Interests, Dispensations or Lobbying

None

4. To elect a new Committee Chairperson

Cllr Hall proposed Cllr English as Chairman, this was seconded by Cllr Smith and resolved with all in favour.

5. Signing of the Minutes of the last meeting

The minutes of the HR Committee meeting on the 30th August 2023 were agreed and duly signed.

6. Vacancy for the position of Parish Clerk

Cllr English proposed the following points, which were seconded by Cllr Smith and resolved with all in favour.

- It was agreed that subject to a satisfactory interview process and references, Joanne Upton would be appointed to the position of Clerk to Bearsted Parish Council. Interview to take place at 10.00am on Friday 5th October due to the postponement caused by illness.
- Subject to the appointment above, Amy Bush will be appointed to the position of Deputy Clerk.
- The Clerk to be appointed on pay grade LC2 point 20.
- The Deputy Clerk to be appointed on pay grade LC2 point 19.

Signed..... Date.....